

**Approved Minutes of the
Southwestern Special Service District Meeting**
held on Thursday, November 5, 2015, 7:00 pm
At the Winchester Hills Fire Station, Winchester Hills, Utah

- I. Call to Order
Attendance: Jaron Hunt, Cheryl Christensen, Larry Meyers, John Cazier, Ferris Emery. Public attendees on sign-in sheet.
Invocation: Dee Parry
Pledge of Allegiance led by Kevin Graczyk
- II. Review of 2014 audit by auditor from Hafen Buckner
Wayne Everett: Mr. Everett reviewed the audit findings and answered questions from the Board and the public.
- III. Citizen comments and requests for future agenda items
 - A. Citizen comments
Kurt Nelson: Mr. Nelson stated that he had two issues to comment on. 1) allocation of the cost of the audit, he thinks Winchester should pay for all of it since it was triggered by the building of the WH Fire Station; 2) fair representation, concern that there should be at least two Board members from each community.
Paul Sloane: President of the Backcountry Horsemen. Utah has 13 chapters. Our local chapter, Southwest Utah, has 80 members. They are hosting a state board meeting, of about 20 people, and looking for a place to meet on January 14, 2016. They are a service organization.
- IV. Approval of minutes and financial reports
 - A. Larry: October 2015 meeting minutes: Minutes modified to clarify Jaron's statements regarding the separate accounts for impact fees.
Larry moved to approve, seconded by Ferris, approved unanimously.
 - B. John: July 2015 financial report: We have questions about some things on the report.
 - C. John: August 2015 financial report: We have questions about some things on the report.
 - D. John: September 2015 financial report: Report not received from the accountant yet.
The Board discussed the problem of late reports. John and Cheryl will meet with the firm and discuss resolving the problem.
Larry moved and John seconded to table these reports to next month, approved unanimously.

V. Business:

A. John: Review/approval of pending expenses

John reviewed pending checks. Most checks did not require Board approval.

We will hold the Utah Local Government Trust checks and Jaron will clarify the correct amount we need to pay. We will also hold the accountant's checks until we meet with them.

Larry moved that we pay the poll workers based on the rates paid by Washington County, as contract labor, John seconded, approved unanimously. Larry will contact the County Clerk's office to verify the amounts and we will try to get checks cut by next Tuesday.

John stated that Hymas 5 is requesting we sign a contract with them for 2016. Ferris will seek bids so that we can compare bids.

B. Jaron/John: Allocation of the cost of audit: John stated that prior audits for 2012 and 2013 were paid by DV Fire Department because DV had triggered the audits. The Board discussed the issue. Jaron moved to have Winchester Hills budget pay the audit expense, John seconded, approved 3-2, with Jaron, Larry, and John in favor, and Cheryl and Ferris opposed.

C. Chief Theobald: Report on DV fire truck(s) research. Deputy Chief Cummings stated they are still looking, nothing specific right now.

D. John: Status of WH Fire Station CIB loan/refinancing. John discussed options for refinancing or leaving it as is. It was discussed that we will need to add the remaining escrow money taken from the CIB as revenue on our 2015 budget. A portion of the escrow money was paid to the District as reimbursement for final building expenses that we submitted and the remaining \$100,000 was applied to the back end of our loan to reduce the loan balance, reduce the annual payment, and shorten the loan term. The Board unanimously agreed that the best option would be to not refinance and to leave the bond in place as is.

E. Jaron: Review proposed 2016 budgets/Public Hearing in Dec. Jaron stated that there are no new changes, but there are a few things that still need to be modified in the budget. Work meeting on 11-10 at 7:30 pm.

- F. Larry: Election report: Board of Canvassers meeting on 11-10, 7 pm. Larry expressed thanks to our poll workers and Cheryl for their work on the election. Larry reported the preliminary election results. Final count will be at the canvassing meeting.
 - G. Jaron: Life insurance quote for fire fighters. Jaron explained the offer that has been given to us for life insurance for our volunteer firefighters. The Board discussed the proposal and agreed to consider it further at our budget work meeting.
 - H. John: Discuss separation of District by geographic area. John stated that there have been some people who have suggested that we split the district. The Board discussed the pros and cons of a split. John moved to do a resolution to ask the County to explore how we can split the district, Jaron seconded, then John agreed to withdraw the motion and present it as a written resolution on the December agenda.
- VI. Fire Chiefs monthly reports:
- A. Winchester Hills: Chief Christensen reported that they had 3 medical assist calls. They were unable to get the parking lot sealed due to rain, so that will have to wait for Spring 2016. Conducted various trainings and are having training this Saturday. Received 8 SCBA units donated from Orem.
 - B. Diamond Valley: Deputy Chief Cummings reported that winter fire school registration is open. They put in application for license plate grant. 1 fire call on a utility line, 1 vehicle accident, 3 medical calls. They have a new trainer who is putting on some good training for them.

Next meetings:

November 10, 2015, at 7 pm for canvassing, 7:30 pm, for work meeting on the budget, Winchester Hills Station.

December 3, 2015, 7 pm, for regular meeting and public hearing at the Diamond Valley Fire Station

John moved to adjourn, Jaron seconded, approved unanimously.